



DEPARTMENT OF THE AIR FORCE

HEADQUARTERS AIR FORCE SPACE COMMAND

6 July 2000

MEMORANDUM FOR: See Distribution

FROM: HQ AFSPC/LGCP
150 Vandenberg ST STE 1105
Peterson AFB CO 80914-4350

SUBJECT: INFO.LTR. 2000-07, Miscellaneous Changes to Air Force
Space Command Federal Acquisition Regulation Supplement
(AFSPCFARS)

1. This information letter, INFO.LTR.2000-07 is directive in nature for all AFSPC contracting offices and is issued under the Special Publication System, AFSPCI 64-101, for Specialized Contracting Publications.

2. AFSPCFARS is changed at the following locations:

a. **5301.9006 Solicitation review.**

(a)(1) All solicitations which will require clearance by HQ AFSPC/LGC will be provided to HQ AFSPC/LGCP for review. All IFBs (that exceed the dollar thresholds specified in AFSPCFARS Part 5301, Table 1, Part E - Other Contracting) will only require review by HQ AFSPC/LGC for the initial solicitation. Submit the complete solicitation file (consisting of copies of all supporting documentation contained in the original file including the quality assurance surveillance plan (QASP) and one copy of the solicitation and attachments) for review and retention after the solicitation review board (SRB) has been conducted. Most of the above requirement can be accomplished by posting the documents on the Electronic Posting System (EPS). Those documents that are not posted to EPS shall be furnished to HQ AFSPC/LGCP via e-mail or a floppy computer disk. The solicitation file will be submitted to MAJCOM simultaneously with the solicitation being released to the offerors. The solicitation submitted to MAJCOM and the offerors will be the contracting officer "best effort" package. Please notify HQ AFSPC/LGCP via an e-mail message or by telephone that you are posting an acquisition to EPS. Each solicitation review file must have a completed AFSPC Form 33, Solicitation/Contract File Folder Index and include AFSPCFARS Attachment 5301-1.

b. 5301.9006-9500 Solicitation review board.

(e) In the first sentence delete the following words "that will require Clearance by HQ AFSPC/LGC".

c. 5301.9008 Clearance Procedures

(a) General.

(1) The contracting officer shall send the Request for Clearance (RFC) IAW AFSPCFARS Attachment 5301-2 to the reviewing/approving authority via e-mail or a floppy computer disk.

d. 5307.104-91 Acquisition Strategy Panels.

(e) Please change the sentence to read as follows: "All unclassified ASP minutes (meetings), presentations, viewgraphs, and charts containing FOR OFFICIAL USE ONLY or SOURCE SELECTION SENSITIVE information will be marked appropriately".

e. SUBPART 5315.1 Source Selection Processes and Techniques

5315.101-1 Tradeoff process

(v) Change in the third line "12 February 1999" to read "March 2000". Also change the internet site to read:

[http://www.bsx.org/livelinek/llview.exe/Source Selection Procedures Guide?func=doc.View&nodeId=572696&docTitle=Source+Selection+Procedures+Guide](http://www.bsx.org/livelinek/llview.exe/Source%20Selection%20Procedures%20Guide?func=doc.View&nodeId=572696&docTitle=Source+Selection+Procedures+Guide)

f. SUBPART 5315.3 Source Selection

5315.303-90 Air Force Responsibilities.

(a)(4)(ii) In the last sentence delete "(2)".

g. SUBPART 5315.4 Contract Pricing

5315.406-3 Documenting the negotiation.

(a) In the last line change the word "Command" to now read "Agency".

h. AFSPCFARS 5317.7404-1 will read as follows:

(a) (Added) Determinations and Findings (D&F) for letter contracts, undefinitized orders against BOAs, and undefinitized supplemental agreements when the work to be performed is not clearly within the scope of work already contracted for are subject to approval, based on dollar level, as follows:

1 Up to \$500,000, this authority shall be the Wing Commander or the appropriate Headquarters Directorate.

2 Between \$500,000 and \$1,000,000, the HQ AFSPC/LGC.

3 In excess of \$1,000,000, approval request to be submitted through HQ AFSPC/LGC to the Vice-Commander (CV) for approval.

(b) (Added) The commanders of AFSPC contracting Squadrons may approve descoping UCA's without regard to dollar thresholds.

i. Add a new AFSPCFARS Part 37.

PART 5337 - SERVICE CONTRACTING

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SUBPART 5337.1 Service Contracts - General	
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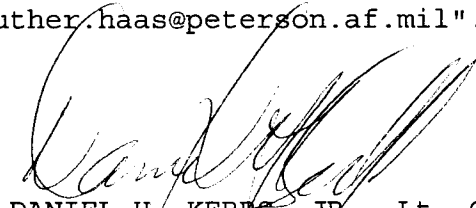
i. SUBPART 5337.1 SERVICE CONTRACTS - GENERAL

5337.104 Personal service contracts.

(b) (i) For HQ AFSPC offices, the Directorate (2 Ltr office symbol) is authorize to execute this determination and findings.

3. The effective date for these changes is 6 July 2000 and these changes will be included in the next Air Force Space Command Acquisition Circular (AFSPCAC). Please disseminate this information to the appropriate contracting personnel.

4. If you have any questions or need clarification to these changes, please contact Mr. Luther Haas at DSN 692-6928 or commercial 719-554-6928 or you can e-mail him at "luther.haas@peterson.af.mil".

A handwritten signature in black ink, appearing to read "Daniel H. Kerbs, Jr.", is positioned above the typed name.

DANIEL H. KERBS, JR., Lt. Col, USAF
Chief, Policy/Clearance Branch

CC:
AFSPC/IGIL